

**SCHOOL OF FINE AND PERFORMING ARTS
FACULTY BYLAWS**

**ARTICLE I
MEMBERSHIP OF THE SCHOOL OF FINE AND PERFORMING ARTS**

- A. The School of Fine and Performing Arts is defined as consisting of the academic and professional faculty (hereafter referred to as the Faculty) whose responsibilities lie within the Departments of Art, Art History, Music, Theatre Arts, and the Samuel Dorsky Museum of Art (hereafter referred to as SDMA) and other appropriate departments, offices, and programs as may be established and or apply, and be recommended by a majority vote of the Faculty for approval by the President of the College.
- B. The Dean of the School of Fine and Performing Arts (hereafter referred to as the Dean) serves as its chief administrative officer.

**ARTICLE II
ORGANIZATION OF THE FACULTY OF THE SCHOOL OF FINE AND
PERFORMING ARTS**

- A. Each Department faculty retains responsibility for the conduct of its own proceedings, i.e., enacting its own bylaws, mission or standing rules, maintaining its own committees, in accordance with the Bylaws of the University Faculty, provisions of the policies of the Board of Trustees, and the current collective bargaining agreement.
- B. There is a Council of the School of Fine and Performing Arts (*hereafter referred to as the F&PA Council*), which serves as a coordinating and advising body, focusing upon matters of common interest to the School of Fine and Performing Arts (*hereafter referred to as the School of F&PA*). It is the function of the Council to discuss, deliberate, inform and recommend in matters brought to it from its own committees and those of the Faculty of the School of F&PA.

**ARTICLE III
THE FINE AND PERFORMING ARTS COUNCIL**

- A. The F&PA Council participates in the administrative and decision-making processes of the School of F&PA, and facilitates communication and cooperative planning between the Dean and the Faculty, between the various Departments of the School of F&PA, and between the School of F&PA and the University.
- B. F&PA Council membership consists of 14 voting representatives:
 - 1. the four elected Department Chairs;
 - 2. the Director of the SDMA
 - 3. nine elected Academic and Professional Representatives as follows:
 - 3 from Art (1 from Art Education and 2 from Art Studio);
 - 1 from Art History;
 - 2 from Music and
 - 2 from Theatre Arts
 - 1 elected full-time Professional Faculty representative chosen by the professional faculty.
 - 4. Departments will choose alternates for representatives as needed. Department representatives to the F&PA Council must be voting members of the University Faculty.

(SUNY New Paltz Faculty Bylaws, page 6: B. Voting Members: Voting members shall include ... members of the academic staff of the College having academic rank and term or continuing appointments, professional staff with professional title and term or permanent appointments, and full time Lecturers with multiple year appointments after the first year of the appointment.)

C. Faculty representatives are elected from their respective Departments. Departments are responsible for the process. Professional faculty conduct their own elections.

D. Elections for F&PA Council representatives are held annually by the departments. Terms of office for the elected Faculty representatives are for two years beginning in May. Representatives to the F&PA Council may be re-elected.

E. Results of elections will be reported to the Chair of the F&PA Council who will be responsible for calling an organizational meeting of the newly elected F&PA Council.

ARTICLE IV OFFICERS OF THE FINE AND PERFORMING ARTS COUNCIL

A. The newly constituted F&PA Council will elect a Chair. The Chair must be a tenured, academic faculty member from the School of F&PA. The election of the Chair is by simple majority vote of the members of the F&PA Council.

B. The Chair is responsible for preparing an agenda, and for calling and conducting meetings of the F&PA Council. In the absence of the Chair, one of the representatives will chair a meeting.

C. A secretary pro-tem may be selected at each meeting to take minutes of the proceedings. This office rotates among members of the F&PA Council.

D. The Chair or the Secretary pro-tem of the F&PA Council distributes minutes of meetings in advance, if possible, to the members of the F&PA Council.

ARTICLE V PROCEEDINGS OF THE FINE AND PERFORMING ARTS COUNCIL

A. The F&PA Council meets regularly and conducts its meetings according to Robert's Rules of Order and other standing rules, as it deems necessary.

B. F&PA Council representatives will communicate the wishes and opinions of their respective constituencies to the F&PA Council in all matters of substance. Representatives will report regularly to their constituencies.

C. The ordinary business of the F&PA Council consists of matters submitted to it by representatives, the Chair of the F&PA Council, or the Dean. Any Faculty member of the School of F&PA may submit an agenda item to the Chair or a member of the F&PA Council in advance of a meeting. Action items, such as course proposals, will be submitted to all members of the F&PA Council at least one week prior to the meeting in which they will be discussed. The Chair will distribute an agenda to the F&PA Council members before meetings whenever possible.

D. A quorum required for any F&PA Council action will consist of one-half of the membership, provided that each Department is represented.

E. The Dean may attend meetings at the invitation of the F&PA Council.

F. Full-time Student Representatives of student-run F&PA associations may be invited to the F&PA Council meetings. Students must be declared majors in a Department of the School of F&PA, and must be enrolled at the College one full semester prior to participation.

**ARTICLE VI
COMMITTEES OF THE FINE AND PERFORMING ARTS COUNCIL**

Sub-Committees of the F&PA Council may be formed on an ad-hoc basis. The Committees will make recommendations and report to the Council. The membership, length of term, and charge of any Ad-Hoc Committees will be determined by the F&PA Council.

**ARTICLE VII
MEETINGS OF THE FACULTY OF THE SCHOOL OF FINE AND PERFORMING ARTS**

A. The Chair of the F&PA Council serves as the Presiding Officer of the Faculty of the School of F&PA.

B. Meetings of the Faculty will be called at the discretion of the Chair of the F&PA Council or at the request of the Dean. The time and place of meetings will be determined by the Chair of the F&PA Council in consultation with the F&PA Council and the Dean. The Chair of the Council will inform the Faculty at least 2 weeks in advance of any meeting.

C. Agenda for Faculty meetings will be distributed to the Faculty one week in advance of any meeting.

D. A quorum required for any Faculty action consists of 25% of the Faculty membership.

E. The order of business for meetings of the Faculty is as follows:

1. Call to order; 2. Reading/approval of minutes; 3. Report of the Dean; 4. Report of the Chair of the F&PA Council; 5. Purpose of the meeting; 6. Adjournment.

**ARTICLE VIII
AMENDMENTS TO THE BYLAWS**

A. Any member of the Faculty may propose an amendment to the Bylaws.

B. Proposals will be made to the Chair of the F&PA Council in writing for inclusion on the agenda of a subsequent meeting of the F&PA Council.

C. Any amendment to the Bylaws will be ratified by 25% of the members of the Faculty present at a Full F&PA Faculty meeting. If the number of faculty present is less than 25% of the F&PA faculty, a confirmation to the vote will be required by email within two weeks.